

Macomb Community Action Advisory Board
Planning and Evaluation Committee Meeting
February 25, 2010

The Macomb Community Action Advisory Board Planning and Evaluation Committee met on Thursday, February 25, 2010, in the Michigan Works! Conference Room, 21885 Dunham Road, Suite 11, Clinton Township.

MEMBERS PRESENT:

Denise Amenta, Chair
Commissioner Doherty
Hazel Rivers
Commissioner Sprys
Jessica Stone

MEMBERS EXCUSED:

Norman Bordo
Ron Chriss
Eudora McKinney
Fran Sturtz
Nellie Martin

STAFF PRESENT:

Frank Taylor
Kathleen Nicosia
Karen Frasard

1. Call to Order

The meeting was called to order by Chair Amenta at 11:47 a.m.

2. Determination of a Quorum

It was determined that a quorum was established with 5 members present.

3. Recommendation to approve the Agenda

Commissioner Sprys, supported by Hazel Rivers, made a motion to approve the Agenda as submitted. Motion carried.

4. Public Comment

Chair Amenta stated that this committee operates under the Open Meetings Act and asked if anyone was present who wished to address the Committee. There being no one present requesting this privilege, Chair Amenta proceeded with the meeting.

5. Recommendation to approve the January 28, 2010 minutes

Hazel Rivers, supported by Commissioner Doherty, made a motion to approve the January 28, 2010 minutes. Motion carried.

6. Recommendation to receive and file the Head Start Report

- Head Start Director Report- Kathleen Nicosia, Director, reported that the Head Start Annual Report is complete and will be available on the website upon Julie Kavanaugh's return.
 - Chair Amenta inquired about the process that went into shifting some of the numbers around on the personnel. Mr. Taylor responded about the imposed County dock days and loss of longevity. Based upon program needs and requirements, hours may be reprogrammed to ensure full utilization of the funds.
 - Kathleen reported on the results of the Self-Assessment report. Information is still being compiled. They will work with Policy Council as well as staff to identify ideas that were brought up from the Self Assessment that need to go into the improvement plan.
 - Kathleen reported that they currently have 10 Early Head Start applications. Kathleen, two other Head Start staff, and Michael Bruci, a Policy Council member, spent four days at an Early Head Start conference in Washington, D.C.
 - Kathleen reported that the regional office of Head Start will be looking at their fiscal needs to ensure proper reporting.
- Policy Council Update – Kathleen Nicosia, Director, reported that staff and Council members are going through a lot of training, including upcoming conferences.

Commissioner Doherty, supported by Hazel Rivers, made a motion to receive and file the Head Start Report and the Policy Council Update. Motion carried.

7. Recommendation to Receive and File the Program Reports

Frank Taylor reviewed the Program Component reports and provided a summary of activity levels and highlights that took place during the month of January, 2010.

- While reviewing each Program Report, Mr. Taylor reported that, through the use of ARRA funds, a part time staff person was hired to monitor programs to ensure we are meeting our goals.
- Jeff Jantz asked if individuals facing foreclosure are able to access the IDA program. Mr. Taylor indicated that there are minimal programs available in MCCSA for foreclosure assistance. The IDA program is for first time home buyers. The Planning and Economic Development Department and Michigan State Extension Service provide more comprehensive services.
- While reviewing the Head Start program report, there was discussion regarding the possibility of budget cuts to school districts possibly affecting Head Start sites. Mr. Taylor indicated that we have sent out letters to school superintendents to determine if we can continue to operate the program next year. So far several superintendents have responded and we are scheduling meetings them . We are looking at this issue and will make every effort to identify sites necessary to operate the program.

Hazel Rivers, supported by Jessica Stone, made a motion to receive and file the Program Component reports. Motion carried.

8. Recommendation to Receive and File the Results Oriented Management & Accountability (ROMA) FY 2010 First Quarter Report

Frank Taylor reviewed the ROMA FY 2010 First Quarter Report.

Commissioner Doherty, supported by Hazel Rivers, made a motion to receive and file the Results Oriented Management & Accountability (ROMA) FY 2010 First Quarter Report.

9. Emerging Issues

Jessica Stone announced the upcoming event, "Emergency Forum," that will be held March 11th at the Macomb ISD and March 15th at Warren Woods Church of the Nazarene.

10. Other Business

Commissioner Doherty questioned whether MCCSA has a vehicle available to borrow to help transport students at the JJC. Mr. Taylor indicated that he would discuss the request in further detail after meeting adjournment.

11. Schedule Next Meeting

Schedule Next Meeting – Full Board - March 9, 2010 at Macomb County Health Department

12. Adjournment

Commissioner Doherty, supported by Hazel Rivers, made a motion to adjourn. Motion carried.

The meeting adjourned at 1:15 pm.

Respectfully submitted,

Karen Frasard
Recording Secretary